



LEE'S SUMMIT PARKS AND RECREATION BOARD MEETING MINUTES

CITY OF LEE'S SUMMIT, MISSOURI

DATE:	October 23, 2019	TIME:	6:00 PM	PLACE:	Strother Conference Room		
Board Members Present:		Board Members Absent:		Staff Present:		Other Guests:	
Tyler Morehead, President				Joe Snook		Mayor William A. Baird	
Mindy Aulenbach, Vice President				Carole Culbertson		Rob Binney, Council Liaison	
Lawrence Bivins, Treasurer				David Dean			
Nancy Kelley				Steve Casey			
Nick Walker				Tede Price			
Casey Crawford				Jackie McCormick Heanue			
Samantha Shepard				Brooke Chestnut			
Marly McMillen							
Jim Huser							
AGENDA ITEM		DISCUSSION (Findings/Conclusions)					RECOMMENDATIONS/ ACTIONS
SPECIAL GUESTS							
Presentation by Mayor Baird		<p>Mr. Morehead introduced Mayor Baird to the Board and explained he was here to comment and discuss alignment of vision, goals and values with the City’s strategic plan.</p> <p>Mayor Baird began by thanking the Park Board for their service. He then explained some concerns he had with respect to communication and processes between the City and the Park Board. The Mayor and Park Board engaged in a discussion about these items and agreed to work together to address the Mayor’s concerns moving forward. The Mayor was also invited to attend the Park Board Retreat to be held on Friday, November 1, 2019 to gain additional insight into the Park Board’s planning process and to participate and provide input.</p>					No Board Action.
Gamber Community Center End of Activity Report		<p>Megan Crews, Gamber Community Center Manager, introduced herself to the Board and explained the purpose of her presentation was to provide an end of activity summary for the Fiscal Year end operations at Gamber Community Center.</p> <p>Ms. Crews reported to the Board rental revenue is staying consistent, but participation/attendance is down from prior years. She noted staff is tracking those numbers to identify possible reasons for this trend.</p> <p>Mr. Huser asked whether the attendance count included special events, such as weddings. Ms. Crews responded these visits were included in the overall attendance counts.</p> <p>Ms. Crews pointed out the fiscal snapshot does include the \$175,000 subsidy from the Sales Tax. She explained her focus as the facility manager is decreasing reliance on the subsidy, which accounts for approximately 30% of the total revenues currently. She noted increasing rentals and memberships are key to this and explained marketing schemes have been implemented to work towards this. She also noted additional programming has been considered as well.</p> <p>Ms. Crews highlighted the new equipment at the facility, which includes a recumbent bike and a NuStep, in place of planned treadmills. This was due to the damage the old bike sustained and the inability to repair it. She noted Gamber patrons love the equipment.</p> <p>Ms. Crews also noted with a new manager at the facility came change. She explained she is currently in the process of training, communicating, and hiring</p>					



	<p>new staff. Other initiatives include trying to increase the facility's Facebook presence, updating rental forms, and working towards more focused marketing.</p> <p>Ms. Crews highlighted several upcoming events, many of which have been occurring for a number of years, such as the Father Daughter Dances and the holiday luncheons. She stated patrons at Gamber have been very happy with the programming, and a few in the past commented they thought a new manager would mean all new programming, but are happy to hear this was not the case.</p> <p>Ms. Crews explained to the Board, staff is in the process of hiring to fill the vacant Facility Maintenance Specialist position at Gamber, but the position will be modified and responsibilities will be split between Gamber and Lea McKeighan North/Summit Ice. This will be similar to the Harris Park Facility Maintenance Specialist position, who is assigned responsibilities at Summit Waves as well.</p> <p>Ms. Crews pointed out capital projects for the upcoming year include replacing carpet in the hallway, ballroom, and classroom. Mr. Crawford asked about the carpet replacement schedule for the Department. Mr. Snook replied it is an as-needed basis, and carpet has not been replaced at the facility since it was opened in 2011, but ten years would generally be the maximum amount of time. Mr. Crawford shared HUD requirements for replacing carpet for housing purposes are 7 years. Mr. Snook also explained the strong preventative maintenance program imposed by LSPR, including cleaning and periodic repair. He also noted carpet tiles will continue to be used in the future to make repair easier and reduce the need for full replacement of problem areas.</p> <p>Mr. Crawford commented on the perception of Gamber and its' catering to a segment of the community. He questioned how to change the perception in order to get a greater cross-section? Ms. Crews responded it has a lot to do with marketing and getting the "word of Gamber" out there, and stated it is challenging, because the population at Gamber generally wants to keep it this way. She noted it is a very delicate communication balance. Mr. Snook stated another component is programming, trying to provide programs for participants of all ages. He also noted the original concept and design was for the facility to be a "Senior Center." He explained when LSPR was doing its' research around the country, the one consistent thing staff they interviewed wished was done differently was calling their facility a "Senior Center." Thus, LSPR intentionally did not name it as such.</p> <p>Ms. McMillen asked about the demographics in Lee's Summit, and was curious whether it could support a senior center. She noted the Palmer Center in Independence and said it is a lifesaver for people with aging family members. Mr. Snook replied the senior demographic is growing, and they are aging in place. He reported a great example of this was seen in the evaluation of the community immediately surrounding Pleasant Lea Park which revealed the average household size is 2.1 and the age trends older. This supports the "age in place" concept. He commented staff is also seeing a change in the older population coming in, with a larger number of the 60-65 age group of people coming in to the facility who weren't patronizing it as much before.</p> <p>Mr. Huser asked whether the event planner that retired was replaced. Mr. Snook replied Ms. Shepard retired, and Ms. Crews replaced her.</p> <p>Ms. Kelley asked whether the church attendance is included in the attendance numbers. Ms. Crews reported the church attendance is included.</p>	
Recognition of Employee of the Quarter for 3rd Quarter – Shelby Dawson	<p>Mr. Snook introduced Shelby Dawson as the Employee of the Quarter for 3rd Quarter 2019. Ms. Dawson is the Aquatics Supervisor for the Department, and was responsible for the hiring of all part time lifeguard staff for the 2019 season. He reported Ms. Dawson hired a record setting 98 employees for the season.</p>	



Approval of Minutes of September 18, 2019 Regular Board Meeting	Supporting documentation (see pages 1-6.) No questions or discussion.	Mr. Bivins made a motion to approve the September 18, 2019 Regular Board Meeting Minutes; seconded by Ms. Kelley. Motion carried unanimously.
Treasurer's Report – September 2019	Supporting documentation (see pages 7-16.) Mr. Bivins read the Treasurer's Report for September 2019. No questions or discussion.	Ms. Aulenbach made a motion to accept the Treasurer's Report for September 2019; seconded by Ms. Kelley. Motion carried unanimously.
Sales Tax Report – October 2019	Supporting documentation (see pages 17-18.) No questions or discussion.	No Board Action.
BOARD APPROVAL ITEMS		
Board Policy 2.1.2 Guidelines for Public Participation	<p>Supporting documentation (see pages 19-21.) Mr. Morehead explained the prior process for participation in public meetings required citizens to notify staff a minimum of five (5) days in advance.</p> <p>Mr. Snook reported the proposed policy and process emulates the City Council's process, which simply requires the participant to fill out a piece of paper with their name, address, and some general information, and to present it prior to the beginning of the meeting.</p> <p>Ms. McMillen noted it would be nice from a staff standpoint to have advance notice about what was going to be addressed, but from a patron standpoint, if they wish to make a presentation to the governing body, it is appropriate to allow them to be heard.</p> <p>Mr. Snook did note having the information in advance usually resulted in staff being able to address the issue without having to go to the Board, because usually there is something simple and can be efficiently addressed and worked through. He noted there may be a loss in some ability to do this, but if there is something brought forward and can be immediately resolved, it would be easy to do at the meeting as well.</p> <p>Mr. Morehead noted the offering of 5 minutes. Mr. Snook reported the City allows 3, and LSPR has always offered 5, but it could be modified if the Board desires to do so.</p> <p>Ms. McMillen stated she felt like 5 minutes is appropriate.</p> <p>Mr. Crawford acknowledged the City has a lot more involvement, but wondered whether there is a general consensus from patrons that don't know when we meet. Mr. Morehead noted it is all available on the website. Ms. McMillen commented LSPR does a great job of outreach and having conversations and stated she would find it hard to believe there is concern. Mr. Crawford asked whether there have been complaints about transparency or access. Mr. Snook reported he has never, in his 18 years of employment heard a complaint about transparency or access, and explained concerns work their way up the ladder. Mr. Snook also noted he has given information to citizens in the past about Park Board accessibility. Ms. McMillen also noted citizen surveys report positive feedback.</p> <p>Ms. Kelley asked whether the City Council holds citizens to the 3 minutes. Mr. Binney explained it is important and can be challenging sometimes, but they do adhere to the rule.</p>	Ms. Shepard made a motion to approve Park Board Policy No. 2.1.2 Guidelines for Public Participation and Public Participation Form as attached and presented, to direct staff to update the Parks and Recreation Policy Manual to reflect this change, and further to direct staff to implement the new process for public participation effective immediately; seconded by Ms. Kelley. Motion carried unanimously.
OLD BUSINESS		
Projects and Services Review	Supporting documentation (see pages 22-30.) No questions or discussion.	No Board Action.
Capital Projects Plan through 2019	<p>Supporting documentation (see pages 31-48.)</p> <p>Summit and Howard Park Improvements: Mr. Casey reported the weather has been more cooperative over the past month, and there is progress with Howard</p>	No Board Action.



	<p>Park in particular. He reported the Spalshpad and playground equipment are in, as well as a substantial amount of the concrete. As we go forward, the restrooms will be completed and the asphalt walking trail around the park will be completed under a separate contract directly under LSPR. He did note as the project enters its' final phase, the shorter length of daylight and lost days due to weather will become more challenging.</p> <p>Mr. Casey stated the tennis court asphalt has been completed and surface coating at Summit Park will be complete next week. He reports the Summit Park Project is about 55% complete at this time. Looking forward, the paving of the parking lot and completion of the restrooms are next on the project list. The biggest challenge with this project currently is getting the glue lam timbers to frame the shelters, as this portion of the project is extremely sensitive and very weather dependent. Final completion is currently targeted for December 1.</p> <p>Lowenstein Park Improvements: Mr. Casey reminded the Board the park improvements are a small piece of the much larger development project. He reported the contractor has targeted parking lot and trail completion between November 7-10, dependent upon weather, and explained these paving projects will be completed in tandem with paving on Lowenstein Drive. He also reported restrooms are currently under construction. He updated the Board, due to the weather, some of the seeding and landscaping may be pushed back until spring.</p> <p>Mr. Binney asked about a completion clause for the current projects. Mr. Casey reported there is a liquidated damages clause for completion.</p> <p>Wave Pool @ Summit Waves: Mr. Dean reported the wave pool area itself is starting to take shape, and the base has been rocked. The utility contractors will be working on the storm lines, and the excavator is working on grading to tie in the current facility. The pool contractors are working on the drains and return lines. The contractors and subs are currently working ten (10) hour days to try to stay ahead of the weather.</p> <p>Mr. Huser asked whether the old pool was removed. Mr. Dean confirmed the pool has now been fully removed.</p>	
Fundraising Update	Supporting documentation (see pages 49-51.) No questions or discussion.	No Board Action.
Wi-Fi in Parks Installation Update	Supporting documentation (see pages 52-53.) Ms. Culbertson reported the service provider is still troubleshooting and will provide additional updates as they become available. No questions or discussion.	No Board Action.
NEW BUSINESS		
NRPA Annual Conference Reports	<p>Supporting documentation (see pages 54-67.) Mr. Snook reported this year's national conference was very well done, and the education sessions were very good. He noted there were several sessions on homelessness and it is becoming an increasingly prevalent point of discussion in the industry.</p> <p>Mr. Huser commented the conference was fantastic. He noted he goes to a lot of conferences but was impressed with the learning sessions and the trade expo. He observed there are a lot of people there with products, but because of the procurement rules for municipal entities, no one is really buying anything there, which is a very different paradigm from what he is used to, but to see the equipment up close was really neat. He said it also gives a perspective on what is available and what is possible. Mr. Huser told the Board he was allowed to go up to the top of the playground unit which was selected for Lowenstein Park and was very impressed.</p> <p>Mr. Crawford mentioned the discussion about homelessness in parks. He asked whether it was an issue we experience in Lee's Summit. Mr. Snook reported we do experience it, but it is not significant. We occasionally have homeless individuals try to camp in parks or get into restrooms before they are locked for the evening. These instances occur on a fairly regular basis, and occasionally homeless individuals come into the facilities for one reason or another. He</p>	No Board Action.

	<p>explained to the Board as long as they are following the rules, they are allowed to stay. He told the Board of an individual who recently slept in the front entry of Gamber and also explained from time to time we find individuals who stay behind the trash enclosure where there is a heat return and it is a warmer area. He reiterated there is not a substantial problem but we do experience it. He reported the feedback from the conference reveals a very divisive issue and it is not a parks problem; parks are just dealing with the outcomes. He explained Parks and Recreation professionals, by nature, are passionate people and want to find solutions. The challenge is there are not sufficient resources available to help people and there are not answers of how to help people. The alternative is to not deal with it at all or to kick the homeless people out of parks, which is not a reasonable reaction either. He commented on the common preconceived notion that all homeless people are dangerous, which is not always accurate. He explained as professionals, we are often stuck in the middle of making sure patrons are comfortable coming to the parks, but also helping the patrons who are homeless. He reiterated the need for help and effort at local, regional and national levels, because until these initiatives are taken, it will be left to people like us to figure out solutions.</p> <p>Mr. Crawford asked how we are dealing with homelessness in Lee's Summit. Mr. Morehead noted there was a concept in the strategic plan which aims to address the problem in our community. Mr. Binney noted it is not illegal to be homeless, and some people do choose to live this way. Lee's Summit is a town with a railroad bringing some of the type of population who choose the lifestyle. There are also people who do not choose it and fall on hard times. He reported as a City we do not have a policy or true plan, but the Police Department is aware of the population in general, and who is dangerous versus who is not.</p> <p>Mr. Snook reiterated if a person is not breaking any rules, they are allowed to stay in LSPR facilities. After 11pm, the parks are closed, so anyone in the park after 11pm is told to leave if they are observed. Additionally, if other rules are broken, they are addressed on a case by case basis.</p> <p>Ms. Kelley asked whether there have been any complaints to LSPR about homeless individuals in parks and Mr. Snook reported there have been complaints to the Mayor's office about Williams Grant Park. Those have been addressed to the extent they are in violation of any rules or laws.</p> <p>Mr. Snook also echoed Mr. Binney's comments about transient homeless who come in and out of the community on the rail lines. He also mentioned there have been some observations of homeless encampments on the Unity Village park property, and those are dealt with as they are observed.</p> <p>Mr. Crawford asked whether we have a rule against camping during the day. Mr. Snook reported there is no rule against a tent in the park during operating hours.</p> <p>Mr. Snook mentioned the 9th Circuit recently issued a decision which prohibits municipalities from prohibiting camping or tenting in public places or displacing homeless if there are not enough beds to accommodate all homeless individuals in the community. Mr. Crawford commented the 9th Circuit is more left/liberal leaning and it is not surprising a decision would come out of the area. Mr. Snook noted there have been similar rulings at the circuit level in other jurisdictions which are consistent, and have to this point been no contrary or conflicting rulings. He noted staff would be keeping up to date with this trend as it moves forward.</p>	
3rd Quarter Security Report	Supporting documentation (see pages 68-71.) Ms. Chestnut mentioned there was an increase in the number of incidents reported, which was a result of an increase in parks checks by the Police Department, and was also somewhat spurred by complaints of homeless in parks. She also noted the Police Department is trying to increase its' presence in the parks. No questions or discussion.	No Board Action.
End of Activity Reports	Supporting documentation (see pages 72-163.) No questions or discussion.	No Board Action.
PATRON COMMENT REVIEW		



Supporting documentation (see pages 164-172.) No questions or discussion.

MONTHLY CALENDARS

Supporting documentation (see pages 173-174.) Mr. Morehead highlighted the Board Retreat on November 1, 2019 at the Stansberry Leadership Center. Mr. Crawford noted he would not be in attendance for the Board Retreat. Mr. Snook reminded the Board to bring their photo identification in order to enter the facility.

STAFF ROUNDTABLE

Mr. Snook handed out a copy of the invitation for the Boards and Commissions Banquet through KCMPRDA to be held on November 15, 2019 from 6-9pm at Union Station. LSPR has reserved a table and invited the Board and guests to attend, and asked for RSVP's from the Board by November 8.

Mr. Snook noted the action taken on the Park Board policies at tonight's meeting and commented there are several other Board policies which are in need of review and update. Mr. Morehead stated he would like to set up an ad hoc committee to review the policies for proposed changes, and requested Park Board members to express any interest in participating. Mr. Huser and Ms. McMillen offered to serve. Mr. Morehead stated he would contact Mr. Bivins or Mr. Walker to be the third member of the ad hoc committee.

BOARD ROUNDTABLE

Mr. Morehead reminded the Board of the combined November/December meeting, scheduled for December 4, 2019.

Ms. McMillen asked if the Board could get an update on the development on Pryor Road. She said the development strikes her as alarming, and is very disappointed with the overall look. Mr. Snook asked whether she wanted to see a presentation from the developer or whether it was the park she was concerned about. She noted it was the park and the design, and the location of the pond is in the far corner, which is not what she expected. Mr. Snook explained the park property line sharply angled into a pie shape, versus the bigger parcel of land. He noted everything is where it was supposed to be based upon the plans. He also noted he was pleasantly surprised with the grade on the dam, and the slope was not as extensive as originally anticipated. Mr. Snook noted he would set up a tour of the park for the Board if they wish. Mr. Crawford noted there have been a lot of inquiries about the project and the development. Mr. Huser asked about the butterfly park and the children's memorial garden. Mr. Snook and the Board assured Mr. Huser it was all still in place. Mr. Binney commented the apartment permit has been issued and the developer is almost ready for the grocery store site permit to be issued, which would ultimately become a McKeever's.

Mr. Huser reiterated his experience and encouraged Board members to attend national conference.

Mr. Crawford suggested getting more involved in e-sports. E-sports is substantially increasing in popularity and is all encompassing and inclusive. It is much bigger than most people realize. Ms. Kelley noted there were e-sports addressed in recent NRPA reports and articles. Mr. Snook acknowledged it is a trend which is getting larger and doesn't appear to be going away, citing there are efforts to make it collegiate and Olympic sport. He echoed looking at it from a parks perspective to increase participation and as a community effort. It was commented no one is aware of any entity in LS which provides this type of service. Mr. Huser mentioned the Code Ninja store in Pine Tree Plaza as something similar. Mr. Crawford noted the space we have available which could allow individuals to actively participate. Mr. Morehead suggested discussing the topic more at the Board retreat. Mr. Snook reported he has assigned staff to research the concept already and stated the sessions on e-sports at the conference were very helpful and framed some of the questions and logistics which need to be considered. He explained it is not as simple as putting a program together and putting a game console out in the room, there are significant logistics involved. Mr. Crawford suggested the amphitheater may be a great resource for an e-sports event and could bring a lot of attention to the venue, at the same time offering the chance to expose participants to our other opportunities.

Ms. Kelley asked who won the gold medal for our population bracket. Mr. Snook indicated the videos for this year's winner would be shown at the Board retreat.

Mr. Binney told the Board he feels like there is good openness and transparency on the Board and amongst staff. He noted the video meetings were tried a few years ago and received no attention. He commented he regularly sees Park Board members in the community and is proud of all that the Board and staff does, and appreciates the openness and willingness of the Board to listen and discuss issues. Mr. Binney noted the open house at Pleasant Lea Park and highlighted the middle section of the park, which is often forgotten. He said he was amazed about the hidden gem and a great asset people probably don't use enough. He was surprised, even though it was cool and drizzly, there were still people coming out from the neighborhood to visit and share their thoughts. He also pointed out the great nature interaction opportunity. Ms. McMillen said the decision to build Legacy was very purposeful and to provide the opportunity for those neighborhood parks to truly be "neighborhood" parks.

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD

None.

MEETING ADJOURNMENT

CLOSED SESSION

Ms. Aulenbach made a motion pursuant to Section 610.021(1) of the Revised Statutes of the State of Missouri pertaining to legal actions, causes of action, or litigation involving a public governmental body and any confidential or privileged communication between a public governmental body or its representatives and its attorneys to move into Closed Session; seconded by Ms. Shepard. Roll Call: Aye - Mr. Morehead, Ms. Aulenbach, Ms. Kelley, Ms. Shepard, Mr. Crawford, Mr. Huser, Ms. McMillen; Absent - Mr. Bivins, Mr. Walker.